

## CHANGE CONTROL ACTIVITIES SCHEDULE

**As Of -- WEEK ENDING 01/10/2003**

No.	Item	Start Date	Details	Status	U	Date Ended
01	PeopleSoft - HR  Ref: Kari Alverson	Each Friday on PR Check Issue day	<b>ACTIVITY:</b> Update HRSBOX, HRQA, and HRTEST databases throughout the day. ..... <b>LOCATION:</b> N/A ..... <b>IMPACT:</b> These databases will be unavailable during the updates.	Ongoing.		N/A
02	PeopleSoft - HR  Ref: Kari Alverson	Monday to Wednesday of each Payroll week	<b>ACTIVITY:</b> Bring down HRPROD Application Server from <b>10am Monday</b> until <b>8am Wednesday</b> . ..... <b>LOCATION:</b> N/A ..... <b>IMPACT:</b> The server will be unavailable during this period of the <u>Payroll week</u> .	Ongoing.		N/A
03	PeopleSoft - HR  Ref: Kari Alverson	Friday night, 01/11/2002	<b>ACTIVITY:</b> Apply patches to the HR Production areas. ..... <b>LOCATION:</b> N/A ..... <b>IMPACT:</b> The server will be unavailable during this period.	Waiting for scheduled Start Date.		
04	PeopleSoft - FS  Ref: Cheri Detweiler	Each Friday between 1st & 2nd PR Check Issue days	<b>ACTIVITY:</b> Update FSSBOX, FSQA, and FSTEST databases from FSPROD data throughout the day. ..... <b>LOCATION:</b> N/A ..... <b>IMPACT:</b> These databases will be unavailable during the updates on those days.	Ongoing.		N/A
05	PeopleSoft - FS  Ref: Cheri Detweiler	To Be Determined	<b>ACTIVITY:</b> Apply patches to the FS Production areas from <b>7am</b> until <b>9am</b> . ..... <b>LOCATION:</b> N/A ..... <b>IMPACT:</b> The server will be unavailable during this period.	Waiting for decision.		N/A
06	Computer Systems  Ref: Rich Anderson	Each Sunday between 3am and 9am	<b>ACTIVITY:</b> Perform maintenance and upgrades on network systems. ..... <b>LOCATION:</b> ISD Computer Room. ..... <b>IMPACT:</b> All City network systems will be unavailable during this period.	Ongoing.		N/A

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07	FS Maintenance  Ref: Kari Alverson	To Be Determined	<b>ACTIVITY:</b> Perform Biannual maintenance of Financial databases. ..... <b>LOCATION:</b> ISD Computer Room. ..... <b>IMPACT:</b> Service will be unavailable from 9pm Friday until 7am Monday.	Moved to a future date in February		
08	HRMS Maintenance  Ref: Kari Alverson	Friday night, 01/11/2002	<b>ACTIVITY:</b> Perform Biannual maintenance of Human Resources databases. ..... <b>LOCATION:</b> ISD Computer Room. ..... <b>IMPACT:</b> Service will be unavailable from 9pm Friday until 5am Monday.	Waiting for scheduled Start Date.		
92	PD Netware Servers  Ref: Harry Houck	To Be Determined	<b>ACTIVITY:</b> Netware Server upgrades, Kevlar and Area Stations. ..... <b>LOCATION:</b> Police Dept. <i>only</i> . ..... <b>IMPACT:</b> P.D. staff will be notified, by Harry Houck, of outages at the time of the updates. File access and network printing affected for 15 minutes.	Ongoing until completed.		
98	PeopleSoft Biannual Maintenance ——  ——  ——  Ref: Kari Alverson	To Be Determined (On either a Saturday or a Sunday)	<del><b>ACTIVITY:</b> Perform maintenance of FSPROD and HRPROD databases.</del> ..... <del><b>LOCATION:</b> ISD</del> ..... <del><b>IMPACT:</b> The systems and databases will be down for the day.</del>	See items 07 and 08.		

